

# KENTUCKY BOARD OF SOCIAL WORK

## MINUTES

May 19, 2008

A regular meeting of the Kentucky Board of Social Work was held on May 19, 2008 at the offices of the Division of Occupations and Professions at 911 Leawood Drive, Frankfort KY 40601 and began at 11:00 a.m.

### MEMBERS PRESENT

Margaret Hazlette, LCSW  
Jay Davidson, LCSW  
Smitty Moore, LCSW  
Jeannie Davis, LCSW  
Keith Hudson, LCSW

### OCCUPATIONS AND PROFESSIONS STAFF

Gerald Hoppmann, Director  
Wendy Satterly, Supervisor  
Nina Anglin, Board Administrator  
Susan Ellis, O & P

### MEMBERS ABSENT

Gene Greene

### OTHERS PRESENT

James Grawe, Asst. Atty. Gen

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Ms. Hazlette, Chair, called the meeting to order at 11:13 a.m.

A motion was made by Mr. Davidson to accept the minutes of the April 28, 2008 as amended. Seconded by Mr. Moore, motion carried.

A motion was made by Mr. Moore to accept the financial statements as presented. Seconded by Ms. Davis, motion carried. Ms. Ellis of O & P stated that the April administrative fees for the 4<sup>th</sup> quarter were collected and the ASWB yearly fees had been paid. Mr. Moore asked for information regarding the penalty fee listed on the financial statement.

### DIRECTOR'S REPORT

Mr. Hoppmann spoke with the board regarding training being offered by the Office of the Attorney General. Mr. Hoppmann gave the dates of the trainings and invited the board members to attend. Mr. Moore asked the cost of the trainings and was told they were to be provided free of charge. Mr. Grawe spoke with the board regarding the trainings and stated that the information was helpful. Mr. Hoppmann related that this training was geared towards board administration. Mr. Davidson asked if they would be offering this again. Mr. Hoppmann stated that OIG could provide this information at a board meeting if you could not attend. Mr. Moore asked about the possibility of videotaping the trainings. Mr. Hoppmann stated that a letter would be sent from O & P regarding the trainings and anyone interested in attending should RSVP at that time.

### COMMITTEE REVIEW REPORT

Supervision Review- 32 contracts reviewed 22 approved – 12 denied or deferred

LCSW Applications Review- 17 applications reviewed & approved 3 denied or deferred.

An application was reviewed and denied based on information received from the licensee's supervisors. Mr. Grawe stated that the application process needed to be more detailed and that further information would be required for approval of the application. Mr. Grawe related that if an application is denied the board must provide the application with the reason for denial.

A motion was made by Mr. Moore for the board administrator to send letters to the supervisors to ask for more information regarding their comments. Seconded by Mr. Hudson, motion carried. Mr. Hoppmann asked if it was appropriate for O & P Staff to investigate the issues or concerns regarding the supervisor's comments. Mr. Grawe stated that it is a technical issue and a member of the board would need to investigate.

Continuing Education- 256 applications reviewed and approved – 35 denied.

Audited Renewals – 15 reviewed and approved.

### **EXPIRED LICENSE REPORT**

No action necessary.

### **COMPLAINTS**

#06-12 – Investigation in progress.

#07-06 – Investigation in progress.

#07-07 – Investigation in progress.

#07-07A- Investigation in progress.

#08-02 – Investigation in progress.

#08-04 - CRC recommends tabling further action until IN board's decision is received.

#08-06 – Investigation in progress.

#08-08 – Investigation in progress.

#08-09 – Awaiting response.

#08-10 – CRC recommends dismissal. Seconded by Mr. Hudson, motion carried.

Mr. Moore stated that he had spoken with IMPACT PLUS and that they would be happy to discuss issues regarding their agencies with the board.

### **OLD BUSINESS**

- A motion was made by Mr. Moore at 12:25p.m. to go into closed session per KRS 61.810 (1) (f) to discuss personnel issues related to the board. Seconded by Mr. Davidson, motion carried. The board requested all O & P staff be dismissed from the meeting.  
A motion was made by Mr. Moore at 1:10 p.m. to return to open session per KRS 61.810 (1) (f). Ms. Hazlette made a motion to have a special board meeting June 4 at 1:00 at p.m to develop personnel classifications per 61.810 (1) (f). Seconded by Mr. Moore, motion carried. Mr. Grawe will contact board members to discuss location of meeting.
- Ms. Satterly of O & P stated that an Administrative Regulation & Review Subcommittee (ARRS) hearing would be held 6/10/08 and that a board member would need to attend. Ms. Davis will be attending for the board. Mr. Grawe stated that Dave Nicklas would update the board before the hearing if it were to be cancelled.
- Mr. Moore stated that the application for continuing education approval should be changed to include the regulation requiring a program to be submitted 60 days prior to the date of the presentation. Discussion followed regarding turnaround time being 30 days or less for approval of applications. Ethics issues for continuing education courses were also discussed.

- Mr. Grawe stated that a cover sheet for CE regarding 60 day period info must be on application. Ms. Satterly spoke with the board about returning the application if it is not correct. Ms. Hazlette asked if a letter could be sent as of 7-1-08 you must use correct form or they will be returned. The board administrator will provide the letter for approval at the June 23 meeting.
- A motion was made by Mr. Moore to implement the requested change to the continuing education form. Seconded by Ms. Davis, motion carried. Mr. Grawe recommended the board start the proceedings for a regulation change to charge for continuing education approval. Changes would include amending 201 KAR 23:075 Section 10, 11, 12, and 020. Mr. Hudson asked about the purpose of the regulation change and if the board is looking for additional funds or to increase the quality of courses received. Mr. Davidson made a motion to start the regulation change process to include \$25 fee and amend the application form. Seconded by Ms. Davis, motion carried.  
NOTE: During a prior meeting changes to the continuing education application were not substantive and therefore did not require additional actions.
- 201 KAR 23:070 Section 3 2 (2) *A licensed clinical social worker shall not serve as a supervisor of record for more than six CSW with whom he has a contract to be held accountable to the board at the same time.* Does this mean "Supervisor of Record" or additional supervisor as well? Discussion followed. No further action is necessary.

#### **NEW BUSINESS**

A newspaper article from the Lexington Herald Leader was reviewed. A motion was made by Mr. Davidson to approve Ms. Hazlette to send the standard letter of reply to the Herald Leader stating the person was not licensed as a social worker by the Kentucky Board of Social Work therefore should not be called a social worker. Seconded by Mr. Moore, motion carried.

#### **TRAVEL AND PER DIEM**

A motion was made by Ms. Davis to approve payment of travel and per diem expenses for eligible members. Seconded by Mr. Moore, motion carried.

#### **NEXT MEETING**

The next Board meeting is scheduled for Monday, June 23, 2008 at 11:00 a.m. with the respective Committees to meet at 9:00 a.m.

#### **ADJOURNMENT**

Being no further business to come before the Board, the meeting adjourned at 1:25 p.m.

Approved



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Chair